



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF IMUS CITY

26 Jan 2026

**DIVISION MEMORANDUM**  
No. 010, s. 2026

**DIVISION ORIENTATION ON THE MANAGEMENT OF  
ASSESSMENT TOOLS FOR THE KINDERGARTEN CORE  
GROUP**

To: OIC-Assistant Schools Division Superintendent  
OIC-CID Chief Education Supervisor  
OIC-SGOD Chief Education Supervisor  
School Heads/OICs (Public Elementary and Secondary Schools)  
All Others Concerned

1. In preparation for the Division Training on the Management of Assessment Tools for Kindergarten Key Implementers, the Curriculum Implementation Division (CID) will conduct a preparatory orientation for the Kindergarten Core Group. This session will be held on January 15–16, from 1:00 PM to 5:00 PM, at the SDOIC Bulwagan Imuseny.

2. Participants to the above-mentioned face-to-face meeting are as follows:

Name	Position (Core Group)	School
Luisa D. Villanueva	President	Bukandala ES
Anna Clarissa B. Codamos	Vice-President	Anabu I ES
Meriam A. Suarez	Secretary	Alapan I ES
Maricar A. Elpedes	Treasurer	Palico ES
Cherry Ann V. Llanes	Auditor	PSES-Golden City
Rosemarie A. Tuason	North Cluster Representative	Cayetano Topacio ES
Jasmin C. Ayhon	East Cluster Representative	Anastacio Advincula IS
Jenessa Joy G. Molina	South Cluster Representative	Anabu II ES
Rhizalyn S. Taguinod	West Cluster Representative	Malagasang I ES

3. School heads are reminded that to ensure compliance to the Time-On-Task Policy stipulated in DepEd Order No. 9, s. 2005, the affected classes should have substitute teachers in lieu of the teacher-participants.



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4. Participants are requested to bring the following:
  - Revised Philippine Early Childhood Development Checklist (3.1-5.11 years old)
  - Testing materials used in the administration of ECCD Checklist
  - Laptop, extension cord and external drive
5. For inquiries, please contact Ms. Riza C. Garcia, Education Program Supervisor, at 419-8450 local 221.
6. Immediate and wide dissemination of this Memorandum is earnestly desired.



Digitally signed by  
Mendoza Homer  
Napenas  
Date: 2026.01.07  
18:20:54 +08:00

**HOMER N. MENDOZA**

Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Encl.: None  
Reference: None

To be indicated in the Perpetual Index  
under the following subject:

KINDERGARTEN EDUCATION

cid/recg/01/07/2026